

STARTING OUT: A Seat on the SCHOOL BOARD

A District Guide



School districts may choose to provide programs or information to assist members of their community who are considering board service to gain a deeper understanding of the commitment before they run for school board. Such offerings from local districts can include print resources, live trainings or open houses. PSBA encourages and grants permission to PSBA members to utilize these resources to further support their local programming.

DISTRICT INTRODUCTION

Community programs and resources are a great opportunity to highlight the district and provide a greater understanding of some of the challenges. The outline below can frame key elements of these resources.

- Mission and/or vision statements
- Value statements
- PSBA's district profile
- District quick facts
 - » Number of students
 - » Number of staff members
 - » Number of buildings and grade structure in each
 - » Student achievement data
 - » Total annual budget/breakdown of allocations summary by function
 - » Average total budget expense for technical school, IU programs and some community colleges from district budget
 - » Municipalities served
 - » Graduation rate
 - » Innovative curricular and co-curricular programs
 - » Key goals/projects the district is working on
- District points of pride/stories of success
- Structure of board elections (at-large, by region)
- District board service
 - » Average number of board meetings, including committee meetings and additional board service nondistrict boards/committees, per month
 - » Approved board calendar of meetings for the balance of year (showing summer meetings)
 - » Average number of hours monthly that board directors generally devote to board service
 - » Distribution of board packets including format and number of days in advance of meeting
 - » Board committee structure

ROLES AND RESPONSIBILITIES OF SCHOOL DIRECTORS

PSBA has developed a video based on its webinar for school director candidates, [Starting Out: A Seat on the School Board](#). This webinar addressed roles and responsibilities of school directors, the board's collective authority, and common misconceptions about board service. In the highlights video, experienced school directors and superintendents from across the commonwealth respond to questions posed by perspective school director candidates.

In addition, [PSBA's Principles for Governance and Leadership](#), the industry standard for board service and good governance, are introduced.

HOW TO RUN FOR SCHOOL BOARD

PSBA has developed a brief video that describes the essentials of [How To Run For School Board](#) that is supplemented by a legal requirements document. The legal requirements document also covers the obligations of the Statements of Financial Interest. **Both are available on [PSBA.org](#).**

